ASCE Region 1
Section & Student Chapter Grant Application

Eligibility criteria: To be eligible to apply for a ASCE Region 1 Grant, your Section or Student Chapter must:
• Be located within ASCE Region 1;
• Be current on the submission of required reports to ASCE (for at least the past 2 years); and
• Be current on assessments (for at least the past 2 years).
Note: Branches are not eligible to apply directly for this Grant Application. However, Sections may apply on behalf of a Branch.

Availability of funding: Grants are available to ASCE Region 1 Sections, Student Chapters on a rolling basis (there is no deadline). Grant applications will be evaluated by the ASCE Region 1 Director and ASCE Region 1 Board of Governors. Be advised that ASCE Region 1 may not have money available to distribute – at which time, ASCE Region 1 will no longer accept grant applications.

Amount of funding: The maximum amount that can be requested with this grant application is $500.00 (USD). The Region 1 Board of Governors may on a case by case basis review a grant application that is more than $250.00 and request additional information.

How to apply: See Instructions to Applicant below for information about completing this application. Blank copies of this application are located at: http://regions.asce.org/region1/awards

Notification of award: Sections/Student Chapters will be notified about the status of their application via email correspondence from asceregionone@gmail.com

When to apply: Grant applications should be submitted at least 90 days prior to the event.

Payment: Following the receipt of the summary report (providing details on the event), checks - made out directly to your Section or Student Chapter, in (USD) will be sent to the address listed in this application.

Instructions to Applicant/Sequence of Events
1. Complete Sections 1-5 below.
2. Email the completed grant application to: asceregionone@gmail.com
3. Submit summary report about how the Section/Student Chapter used the money (even though the check has not yet been issued by Region 1) and any lessons learned. This summary report should be emailed to: asceregionone@gmail.com

Note: Exceptions to the procedure above will be at the discretion of the ASCE Region 1 Board of Governors.
**Section/Student Chapter Information**

<table>
<thead>
<tr>
<th>Name of Section/Student Chapter:</th>
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<tbody>
<tr>
<td>Telephone number of point of contact at Section or Student Chapter</td>
<td></td>
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<tr>
<td>Email address of point of contact at Section/Student Chapter</td>
<td></td>
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<tr>
<td>Mailing address for Section/Student Chapter</td>
<td></td>
</tr>
<tr>
<td>City</td>
<td></td>
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<td>State</td>
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<td>Zip Code</td>
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**Section 2**

| What amount is your Section or Student Chapter requesting with this application? | $____________________ (USD) (Max. $500.00) |

**Section 3**

What additional funding sources has your Section or Student Chapter received (or anticipates receiving as part of this project associated with the grant application)?

___________________________________________________________________________________

___________________________________________________________________________________

**Section 4**

When does your Section or Student Chapter plan to host this event?

Date: __________________________

**Section 5**

Describe in 500 words or less what your Section/Student Chapter intends to do with the requested grant and why it is deserving of this grant (attach additional sheets if needed):

___________________________________________________________________________________

___________________________________________________________________________________

___________________________________________________________________________________

___________________________________________________________________________________

I state the above information is accurate to the best of my knowledge.

Printed name of Applicant: ____________________________________________________________

Signature of Applicant: ______________________________________________________________

Position within Section or Student Chapter: _____________________________________________

Date: __________________________

If it is a Student Chapter applying, Faculty Practitioner needs to Sign & Date.

Printed name of Faculty Advisor: ______________________________________________________

Signature of Faculty Advisor: _________________________________________________________

Date: __________________________